

Meeting title:	Public Trust Board	Public Trust Board paper O				
Date of the meeting:	12 October 2023					
Title:	Escalation Report from the People and Culture Committee (PCC): September 2023					
Report presented by:	Mr Ballu Patel – PCC Non-Executive Director Chair					
Report written by:	Ms Ninakshi Patel – Corporate and Committee Services Officer					
Action – this paper is for:	Decision/Approval	x	Assurance	x	Update	x
Where this report has been discussed previously	None.					

To your knowledge, does the report provide assurance or mitigate any significant risks? If yes, please detail which

Yes. BAF risks within the remit of PCC are listed below:

BAF Ref	Risk Cause	Risk Event
10-PCC	Failure to recruit, retain, redesign and transform the workforce	Insufficient workforce capacity, capability and lacking diversity

Impact assessment

N/A

Acronyms used:

People and Culture Committee – PCC
 Board Assurance Framework – BAF
 University Hospitals Of Leicester NHS Trust – UHL
 Equality, Diversity, and Inclusion – EDI
 Workforce Race Equality Standard- WRES
 Workforce Disability Equality Standard – WDES
 Non- Executive Director – NED
 Black, Asian and Minority Ethnic- BAME
 ICU – Intensive Care Unit

1. **Purpose of the Report**

To provide assurance to the Trust Board on the work of the Trust’s People and Culture Committee (PCC), and escalate any issues as required.

2. **Recommendations**

2.1 There are 3 items from PCC requiring October 2023 Trust Board approval (and one item that was approved at Trust Board in September 2023).

3. **Summary**

The following items from the PCC meeting of 28 September 2023 are summarised for the 12th October 2023 public Trust Board:

Recommended items

3.1 Junior Doctors Guardian of Safe Working Hours

Dr R Singh, Guardian of Safe Working, presented the Guardians of Safe Working Hours in line with the 2016 Junior Doctors Contract. He noted to the Committee 115 exception reports were recorded from 1st June to 31st August 2023. The Committee was assured that exception reports are being reviewed and changes had been implemented as required which included the Trust's process to response time.

Junior Doctors Guardian of Safe Working Hours were endorsed and recommended for Trust Board approval. A standalone report is included on the 12.10.23 Trust Board agenda accordingly.

3.2 Freedom to Speak Up Report

Ms B Cassidy, Director of Corporate and Legal Affairs, presented to the Committee data from period April – August 2023. She highlighted that the Trust handed over the service to new external provider, The Guardian Service and further reports would be received from the new service. The PCC Non-Executive Chair extended his gratitude to Ms B Cassidy for the work carried out during the COVID-19 pandemic, especially in the ICU, and for engaging with the BAME staff.

Freedom to Speak Up Report were endorsed and recommended for Trust Board approval. A standalone report is included on the 12.10.23 Trust Board agenda accordingly.

3.3 EDI Update, WRES and WDES Events and Networks

Ms K Ceesay, Deputy Chief People Officer and Ms S Zavery, Head of Equality, Diversity and Inclusion, assured the Committee that the Trust has met statutory requirements demonstrated by improvements for staff. The committee noted the proposed WRES and WDES action plans for onward approval to Trust Board prior submitted to NHSE by end of October 2023.

EDI Update, WRES and WDES Events and Networks is endorsed and recommended for Trust Board approval. A standalone report is included on the 12.10.23 Trust Board agenda accordingly.

3.4 Annual Organisational Audit Report

Mr D Barnes, Deputy Medical Director, presented to the Committee the contents of the report and that it would be shared with Tier 2 Responsibility Officer at NHS England. He also noted the statement of compliance confirmed the Trust as a designated body would be compliant with the Responsible Office Regulations and The Chief Executive signed on behalf of the Trust.

The Committee was assured that the statutory functions of the Responsible Officer were appropriately and adequately discharged. The report was endorsed and recommended for Trust Board approval. A standalone report was included on the 14th September 2023 Trust Board agenda.

Discussion items:

3.5 People Services Update – National and local people updates

Ms Z Marsh, Deputy Chief People Officer, updated the committee on the National Updates under the remit of people services such as NHS England Fit and Proper Person Test Framework, Lucy Letby verdict, NHSE Sexual Safety in Health Care Charter, Industrial Action and DHSC Minimum Service Levels Consultation. Local Updates

included Trust's launch of the strategic framework and values, annual recognition awards and people policies update.

The Committee was assured about the progress of the ongoing work being carried out by People Services team.

3.6 UHL People, Occupational Health, Mental Health and Well-being Update

Mr V Iorga, Associate Director of Occupational Health, Mental Health and Well-Being, provided assurance that continued focus was given to the "worker's health in the workplace". He highlighted that the vaccination programme had a great response with 1119 vaccinated across University Hospitals Leicester and Leicester Partnership Trust.

The PCC Non- Executive Chair noted the hard work and supported to develop the onward strategy to deliver the wider programme and aligned with the national policy.

3.7 National Staff Survey 2023

Ms L Milnes, Head of Health and Well-being and Staff Experience, provided an update of the outline of work planned and underway to deliver this year's survey, along with planned actions to maximize response rates in the lead-up to that year's NHS Staff Survey.

The PCC Non-Executive Chair was assured that the communication and support plans are in place.

3.8 Financial Oversight Update

Ms K Ceesay, Deputy Chief People Officer, provided a subsequent update following the July meeting. She noted the workforce workstream continued to be one of the five pivotal pillars of the Trust's response to the Financial Sustainability Group (FSG). Although an initial program of work and operational structure had been established, it became evident that a revaluation of the core mission and an expansion of the group's scope were necessary to enhance oversight. Ms K Ceesay, Deputy Chief People Officer noted this effort was already in progress and was stated for presentation at the upcoming PCC meeting.

The PCC Non-Executive Chair noted the ongoing development of the work programme as the integration of this to the Financial Sustainability Programme and the current work underway.

3.9 Employee Relations

Ms Z Marsh, Deputy Chief People Officer, noted key findings from the report especially focus on long term sickness (6 Month plus). It was reflected that there had been a significant reduction on long- term sickness cases over the 6 months.

The PCC Non-Executive Chair noted on the ongoing work presented.

3.10 Facility Time Reporting for UHL Trade Union (TU) Reps April 2022-March 2023

Ms Z Marsh, Deputy Chief People Officer, noted to the Committee the published information for facility time for employees who are trade union representatives. She noted there would be a more comprehensive return for the next annual submission following assurance for TU colleagues.

The Committee noted the contents of the report.

3.11 Estates and Facilities Report

Mr M Simpson, Director of Estates, Facilities and Sustainability provided an overview of the workforce programme of work within previous 12 months. The Committee noted the progress made, and key priorities for the coming year.

Consideration of BAF risks in the remit of People and Culture Committee:

4. Board Assessment Framework

The Committee reviewed strategic risk 10 on the BAF around insufficient workforce capacity, capability and lacking diversity which was aligned to the committee and its work plan. The committee noted the updates that include the key next step to receive the annual WRES and WDES report at PCC in September. There are no matters of concern from the strategic risk to be escalated and no significant changes proposed to the content or risk scores: current rating is 20 (likelihood of almost certain x impact of major), target rating is 9 and tolerable rating is 12.

5. AOB

- The Chief People Officer noted the Annual Recognition Awards on 28th September 2023.
- The PCC Non-Executive Chair expressed gratitude on behalf of the NEDs, acknowledged the efforts and energy. He conveyed their appreciation for the hard work put in and encouraged to relay this recognition to teams.

Reports for noting – the following items were received and noted, with no substantive discussion:

- None

6. Supporting documentation

None

7. Date of Next Meeting

Thursday 30th November – Board Room, Leicester Royal Infirmary.